

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

90/01/23

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	3035	16.29	22.52	9.09
FROM TERRITORIES :	3023	9.70	22.69	7.55
B.VISITS TO CLIENTS IN TERRITORY :	1212	9.37	15.00	5.70
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	1.83	3.43	1.23
MISSIONS :	37	2.12	5.08	1.68
CONFERENCE SEMINARS :	8	1.20	0.08	0.31
OTHER :	95	1.50	1.56	0.72
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	52	2.12	2.13	1.00
POST INITIATED :	80	4.66	2.65	1.73
E.COMMUNICATIONS ACTIVITIES :	22	0.45	0.08	0.13
F.INVESTMENT ENQUIRIES				
FROM CANADA :	54	1.87	0.95	0.67
FROM TERRITORIES :	186	1.33	2.13	0.81
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	7	0.83	0.04	0.21
CONNECTIONS ARRANGED :	14	0.62	0.00	0.15
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.04	0.86	0.93
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	70	0.45	0.95	0.33
HOST GOVERNMENT :	85	1.41	0.91	0.55
OTHER DEPARTMENT :	96	2.16	1.30	0.82
PROVINCES/MUNICIPALITIES :	39	0.62	0.39	0.24
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.00	0.39	1.53
LEAVE, PROFESSIONAL DEVELOP :		14.91	9.65	5.80
K.SERVICE TO OTHER MISSION PROGRAMS :		17.41	7.13	5.82
***** TOTALS *****		99.89	99.92	47.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 383
FROM TERRIT : 1274

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 59

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 24
- LOCALLY-ENGAGED : 23